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January 18, 2002

**COPY OF PAPERS  
ORIGINALLY FILED**

FILE: 12598.0074.CPUS01  
SOLU:074-1

**CERTIFICATE OF MAILING**  
37 C.F.R. 1.8

I hereby certify that this correspondence is being deposited with the U.S. Postal Service with sufficient postage as First Class Mail in an envelope addressed to: Assistant Commissioner for Patents, Washington, DC 20231, on the date below:

1-18-02  
Date

  
Signature

**BOX MISSING PARTS**  
Commissioner for Patents  
Washington, DC 20231

RE: SN 09/964,296 "PROCESS FOR RECOVERY OF OLEFINICALLY UNSATURATED NITRILES" -- *Gregory J. Ward and Valerie S. Monical* -- 14-54(11969)02

Sir:

Please find enclosed:

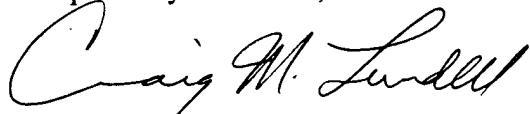
- (1) Copy of Notice to File Missing Parts of Application mailed October 18, 2001;
- (2) Correspondence Address, Election Under 37 C.F.R. §§ 3.71 and 3.73 and Power of Attorney;
- (3) Declaration;
- (4) Assignment and Recordation Form Cover Sheet;
- (5) Petition for Extension of Time; and
- (6) a return postcard to acknowledge receipt of these materials. Please date stamp and return this postcard.

Commissioner for Patents  
January 18, 2002  
Page 2

The Assistant Commissioner is authorized to charge the amounts for the Assignment recording fee (\$40.00), the fee shown on the Notice to File Missing Parts of Application (\$420.00), and any additional fees under 37 C.F.R. §§ 1.16 to 1.21 which may be required for any reason relating to the enclosed materials to Howrey Simon Arnold & White Deposit Account No. 01-2508/12598.0074.CPUS01/LUD.

Please forward any reply to this communication directly to our Houston office for docketing purposes. The mailing address and the physical address for courier packages is 750 Bering Drive, Houston, Texas, 77057-2198, and the Houston fax number is 713.787.1440.

Respectfully submitted,



Craig M. Lundell  
Reg. No. 30,284

CML:scl  
Enclosures



# UNITED STATES PATENT AND TRADEMARK OFFICE

COMMISSIONER FOR PATENTS  
 UNITED STATES PATENT AND TRADEMARK OFFICE  
 WASHINGTON, D.C. 20231  
 www.uspto.gov

APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/964,296	09/20/2001	Gregory J. Ward	12598.0133.NPUS00

FEB 13 2002



HOWREY LLP  
 P.O. Box 4433  
 Houston, TX 77210-4433

COPY OF PAPERS  
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CONFIRMATION NO. 2155

## FORMALITIES LETTER



OC000000006933240

Date Mailed: 10/18/2001

## NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

*Filing Date Granted*

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- o The statutory basic filing fee is missing.  
*Applicant must submit \$ 355 to complete the basic filing fee for a small entity.*
- o The oath or declaration is missing.  
*A properly signed oath or declaration in compliance with 37 CFR 1.63, identifying the application by the above Application Number and Filing Date, is required.*
- o To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(l) of \$65 for a small entity in compliance with 37 CFR 1.27, must be submitted with the missing items identified in this letter.
- o **The balance due by applicant is \$ 420.**

The application is informal since it does not comply with the regulations for the reason(s) indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

- o Substitute drawings in compliance with 37 CFR 1.84 because:
  - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. (5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);

02/21/2002 GTEFFERA 00000121 012508 09964296

01 FC:201	370.00 CH
02 FC:205	65.00 CH

*A copy of this notice **MUST** be returned with the reply.*

*Mur*

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Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE